



ATTACHMENT H

Child Advocacy Center Proposal Scoring Tool

Provider: _____

Scorer: _____

Service: Child Advocacy Center _____

Date: _____ / _____ / _____

Instructions:

1. Questions contained in Step 1 are Pass/Fail. The Regional Child Welfare Services Coordinator will supply information of Pass/Fail for these questions.
2. Please complete one score sheet for each service being proposed.
3. Remember to rate each statement listed on the score sheet. If you believe the proposal meets none of the standards described in the statement, mark as "0". Other ratings should be used to quantify other levels of standards met.
4. The leader of the scoring meeting will collect the evaluations completed by all evaluating team members and the confidentiality forms signed by each member and return these documents to the Regional Child Welfare Services Coordinator.

Summary of Evaluation Criteria	Score
Step 1	
1. Adherence to Mandatory Requirements (followed instructions and standard format)	(circle one) PASS FAIL
2. Application Pages signed <i>in blue ink</i> .	(circle one) PASS FAIL
Budget Section (Fiscal will be evaluating proposed unit rates exceeding the DCS standard rate, outside of this scoring process)	
1. Budget Narrative: CAC and CJA costs are reasonable.	(circle one) PASS FAIL
2. Budget Summary: CAC and CJA costs are clearly defined and reasonable. The Budget Summary template must be used.	(circle one) PASS FAIL
Step 2	
Provider Narrative scoring (20 Points Total)	
1. The Provider Narrative: This section should cover all important history and development of the organization to date, along with including the organizational chart including Board of Directors and any other affiliates. (10 points)	/10
2. The Provider Narrative documents that the agency/provider historically has had an acceptable working relationship with the local DCS or other community agencies, if there is no prior relationship with the DCS. (10 points)	/10
Service Narrative Scoring (80 points Total)	
1. The Service Narrative should provide the program name as well as the corresponding Service Standard. Describes the referral and admission process and includes procedure/methods for a guaranteed time frame for initiation of services, protocols are included. (20 points)	/20
2. The Service Narrative defines the target population, the geographical service area, and provides the projected number of clients the Provider/Agency intends to serve. (20 points)	/20
3. The Service Narrative describes the method or model of services that will be provided. It is consistent with DCS service principles and service standards. Evidence-Based and/or Best Practice Models to be utilized in delivering the program are described as well as Respondent's experience and training related to the service delivery model are described. (20 points)	/20
4. Proposal identifies outcomes consistent with the corresponding service standard. If the program measures outcomes in addition to those described in the Service Standard, identify those outcomes and the measurement process are described. (20 points)	/20
STEP 2 TOTAL POINTS	/100

Comments:

Evaluator Signature

Date